

APPROVED
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
CITRUS COMMUNITY COLLEGE DISTRICT

November 7, 2006

The Board of Trustees of the Citrus Community College District met for the Regular Meeting on Tuesday, November 7, 2006, in the Administration Building.

Board President Bevilacqua called the meeting to order at 4:17 p.m. Board President Bevilacqua led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL — Present: Michael Bevilacqua, Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Gary L. Woods, and Linda Chow (Student Trustee).
Absent: None.

RESOURCE PERSONNEL PRESENT: Michael J. Viera, Superintendent/President; Carol Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Instruction; Sandra Lindoerfer, Director of Human Resources; Lucinda Over, Dean of Counseling (representing Jeanne Hamilton, Vice President of Student Services); Roberta Eisel, Academic Senate President; Cathy Napoli, CSEA President; and Christine Link, Recording Secretary.

OTHER ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Mike Fehrs, Paula Green, Martha McDonald, Lois Papner, and Linda Welz

Faculty: Dana Hester

Supervisors/Confidential: Tedd Goldstein and Marilyn Grinsdale

Classified Employees: None

Adjunct Faculty: None

Students: None

VISITORS: None

Michael J. Viera, Ph.D., Superintendent/President, congratulated Dr. Edward C. Ortell, Clerk/Secretary, Board of Trustees, for being recognized for *Outstanding Civic Service* at Duarte's 21st Annual Mayor's Prayer Breakfast and 19th Annual Community

Recognition Awards on November 21, 2006. Dr. Viera invited Board members to attend the event.

The *Board Highlights* document will appear on the Citrus College web page, under the Board of Trustees section.

Three current Citrus students and two graduates of the Citrus College Music Program, along with Alan Waddington, Instructional Lab Technician III, will travel to London, England to appear with Gwen Stefani on the *Jonathan Ross Show* (the equivalent to the *David Letterman Show*) on November 8, 2006. Travel arrangements are being secured and there is no cost to the District, as Gwen Stefani will absorb any and all travel related expenses. All travel information was not available for approval at the Board meeting; therefore, retroactive approval will be requested at the November 21, 2006, Board meeting. Dr. Viera wished the group much success.

Lucinda Over, Dean of Counseling, thanked Educational Advisor, Mr. Robert Gamboa, for his efforts securing 35 Citrus students to participate in the Transfer Alliance Program (TAP) conference, which was held on November 7, 2006, at UCLA.

Ms. Over thanked Ms. Martha McDonald, Director of EOPS, CARE, and CalWORKs, and the Latina Leadership Network for hosting a successful *Dia de los Muertos* celebration on November 2, 2006. Festivities included a Mariachi band from Azusa High School, tamale sales, and alters built by community members.

Educational Advisor, Mr. Raul Sanchez, was complimented for making arrangements for Transfer Day, which was held on October 31, 2006. Forty-one colleges, including Cal Poly Pomona, Cal State Fullerton, Cal State Dominguez Hills, Cal State Los Angeles, Cal State Northridge, Cal State San Bernardino, Cal State Humboldt, USC, and Azusa Pacific University participated in the annual event.

Ms. Over thanked Ms. Paige Miyabe, Educational Advisor, and faculty members from the Art Department for planning a seminar for art students interested in transferring. The seminar is scheduled to be held November 9, 2006, with speakers from popular art colleges in the area. Mr. Bob Slack, Dean of Fine and Performing Arts, will emcee the event.

Plans for the first annual *University of La Verne/Citrus College Future Teacher Day* are underway. Faculty members from the University of La Verne will provide workshops that focus on the teaching profession at the January 25, 2007, event. Citrus College will continue to host an event for those interested in the teaching profession in February with Dr. Dale Salwak, Language Arts faculty member, serving as the key note speaker.

Ms. Over made reference to the Information/Discussion item regarding the *Program Plan for Extended Opportunities Programs and Services 2006-07*, commenting that EOPS enrollment continues to increase each year due to extensive outreach efforts.

Sandra Lindoerfer, J.D., Director of Human Resources, was pleased to recommend the hiring of new classified employees, which was included on the agenda for the Board's approval. Reference was also made to the action item requesting approval to fill eight full-time faculty positions for 2007 in the following disciplines: Music (Instrumental), Nursing (two positions), Counselor – Career/Transfer Center, Mathematics, Biology, Political Science, and Economics.

Carol Horton, Vice President of Finance and Administrative Services, announced receipt of a protest for bid #11-0506, Campuswide Fire Alarm Control Panel Upgrade. As a result, it was discovered that the bid specifications were not accurate. Therefore, Mrs. Horton pulled the action item from the agenda.

Roberta Eisel, Academic Senate President, Dana Hester, Academic Senate Vice President; Marilyn Eng, Academic Senate Treasurer; and John Vaughan, Academic Senate Secretary; attending the fall plenary session of the Academic Senate for California Community Colleges October 26-28, 2006. Ms. Eisel thanked Dr. Viera for attending the October 27th session. Mr. Vaughan presented a proposal to add Commercial Dance to the disciplines list and is now in the process of responding to challenges made. Important resolutions were approved on Saturday.

A recent Academic Senate survey indicates faculty support moving to a compressed academic calendar. Faculty are reviewing a draft schedule matrix and considering academic questions related to final exams, access to classes, office hours, academic integrity, and development of an effective winter session.

Four faculty members plan to attend the January 5-6, 2007, Accreditation Institute, "Collegial Consultation and the Successful Self Study."

Ms. Eisel commended student leaders for their diligent and productive contributions to Academic Senate meetings. Special thanks were extended to Ms. Nicole Prada who regularly attends senate meetings.

Ms. Eisel concluded her remarks wishing everyone a happy Thanksgiving holiday.

Cathy Napoli, Classified Employees, announced the annual *CSEA Holiday Dessert Buffet* is scheduled for December 12, 2006. Invitations will be distributed at the end of November.

Linda Chow, Student Trustee, announced that ASCC is planning their annual holiday food and toy drive.

Ms. Chow also announced that ASCC is taking applications for student government positions. The deadline to apply is November 17, 2006, at 2:00 p.m.

Edward C. Ortell, Clerk/Secretary, Board of Trustees, attended a Metro Gold Line Foothill Extension Construction Authority meeting where artists displayed their visions

for Azusa Gold Line stations. Among the discussions there was a suggestion to change the name of the "Citrus" Station to the "Orange" Station. Dr. Ortell was thankful he attended the meeting to provide the history of the name of the station and the importance that it remain the "Citrus" Station, as Citrus students will most likely utilize the Gold Line.

MINUTES

Item 1: Moved by Dr. Woods and seconded by Mrs. Montgomery to approve the October 17, 2006, meeting minutes. 5 Yes.

INFORMATION AND DISCUSSION

National Journalism Awards — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced Ms. Meg O'Neil, faculty member and *Clarion* advisor. Ms. O'Neil announced that the *Clarion* student newspaper was selected by the Associated Collegiate Press as a finalist for the Pacemaker Award. This national award is presented to student publications that "set the pace" for newspapers around the United States, not only community colleges but also at four-year colleges and universities including UCLA and Harvard. The 55 finalists were honored and the winners announced October 28, 2006, at the ACP/CMA National College Media Convention in St. Louis, Missouri. This award is a first for the *Clarion* staff.

Ms. O'Neil thanked Mr. Sam Lee, Dean of Language Arts, Ms. Irene Malmgren, Vice President of Instruction, and Dr. Michael J. Viera, Superintendent/President, for their support and encouragement to attend the convention. More than 2,000 students attended the convention with workshops presented by professionals from all over the country, including two Pulitzer Prize winners.

Ms. Eryn O'Neal, the Editor in Chief for the Fall 2005 and Spring 2006 semesters, received "Honorable Mention" for "Reporter of the Year" for two year colleges. Ms. O'Neal thanked Ms. O'Neil for her efforts encouraging her to write and her advice. Ms. O'Neal also thanked Mr. Lee and ASCC for their support and funding the trip to the convention.

Ms. O'Neil introduced Mr. Frank Ram, Sports Editor, who won the second place prize for Sports Stories. Mr. Ram reflected on the convention where he met former Dodger, Mr. Tommy Lasorda. Mr. Ram was especially pleased to be at the convention as the World Series was underway in St. Louis.

Editor in Chief, Ms. Denise Heady, thanked Ms. O'Neil for pushing her to write, she originally wanted to be a news photographer. Ms. Heady also thanked Ms. O'Neal and everyone involved in sending the group to the convention.

Ms. O'Neil thanked Ms. Malmgren and Mr. Lee for their efforts in resurrecting the Litrus magazine, which is now an online publication (www.litrusmagazine.com).

Sabbatical Report, Spring 2006, Dr. Fola Soremekun, Professor, Social Science — Irene Malmgren, Vice President of Instruction

Ms. Malmgren introduced Dr. Fola Soremekun who began teaching at Citrus College in 1992 as a history professor. Dr. Soremekun is also co-director of Highlands Education International, a nonprofit school with the aim of advancing education in Nigeria. In 1981, while on vacation to the Mambilla Plateau, Dr. Soremekun saw a genuine need for educational facilities and is working to fulfill his passion to live and work on the Plateau.

Dr. Soremekun displayed the Highlands Education International website (www.highlandseducation.org). Dr. Soremekun indicated that the Highlands Education International is a non-profit organization that creates model schools in developing areas. Offices are located in Glendora, California (United States) and Jalingo, Nigeria (West Africa). Dr. Soremekun and his wife, Dr. Tumbi Soremekun, are the Founders and Directors of the institute. Model schools will be located on the Mambilla Plateau in Gembu, Nigeria (Taraba State), West Africa. The Highlands paradigm for educational development begins in early childhood with integrated curriculum linkages to primary, secondary, and university levels. Each school level is situated on beautifully landscaped terrain. Facilities will include well equipped classrooms, playgrounds, and sports fields. Dr. Soremekun related the difficulties experienced in building the institute, which is still under construction.

Program Plan for Extended Opportunities Programs and Services 2006-07 — Jeanne Hamilton, Vice President of Student Service (attached)

2006-07 Board Goals — Michael J. Viera, Superintendent/President (attached)

INDEPENDENT CONTRACTORS

Item 2: Moved by Dr. Woods and seconded by Ms. Keith to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITIES

Item 3: Moved by Dr. Woods and seconded by Ms. Keith to approve facility rentals and usage. 5 Yes.

Item 4: Moved by Dr. Woods and seconded by Ms. Keith to approve a \$400.00 annual membership to the State Community College Organization of Physical Educators. 5 Yes.

PERSONNEL RECOMMENDATIONS

Item 5: Moved by Dr. Woods and seconded by Ms. Keith to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.

Item 6: Moved by Dr. Woods and seconded by Ms. Keith to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.

Item 7: Moved by Dr. Woods and seconded by Ms. Keith to approve the employment of short-term, non-academic employees and substitutes. 5 Yes.

RESOLUTIONS

Item 8: Moved by Ms. Keith and seconded by Mrs. Montgomery to adopt Resolution 2006-07-07 Declaring Withdrawal of Membership in the SELF JPA. 5 Yes.

BOARD POLICIES

Item 9: Moved by Dr. Woods and seconded by Ms. Keith to approve the revisions to P-5180, Student Rights and Privacy. 5 Yes.

CHILD DEVELOPMENT CENTER

Item 10: Moved by Mrs. Montgomery and seconded by Dr. Woods to accept the \$9,000 Coordinator Agreement (06-07-2777) and the \$25,700 Instructional Agreement (06-07-2777) for the period of June 1, 2006, through June 30, 2008. 5 Yes.

Item 11: Moved by Dr. Woods and seconded by Mrs. Montgomery to adopt Resolution No. 2006-07-08 and approve Contract Number CIMS-6188 in the amount of \$3,719 for instructional materials for the period of July 1, 2006 – June 30, 2007 for the Child Development Center. 5 Yes.

FACULTY PERSONNEL RECOMMENDATIONS

Item 12: Moved by Ms. Keith and seconded by Dr. Woods to approve the recruitment of eight (8) full-time faculty positions: seven (7) positions to begin instruction in August 2007; and, one (1) position to begin July 1, 2007. With this action, preparations for hire of the eight (8) full-time faculty positions are authorized. Each job announcement will bear the statement, "Position is contingent upon funding and final Board approval." 5 Yes.

STUDENT SALARY

Item 13: Moved by Mrs. Montgomery and seconded by Ms. Keith to approve the increase of 75 cents per hour to the Student Salary Schedule effective January 1, 2007. 5 Yes.

SALARIES

Item 14: Moved by Ms. Keith and seconded by Dr. Woods to approve the increase of 4.32% to the salaries of contracted professional experts effective according to the specifics of their contracts. 5 Yes.

Item 15: Moved by Mrs. Montgomery and seconded by Dr. Woods to approve the increase of 4.32% to the respective Salary Schedules effective November 8, 2006, for: Assistant Walk-on Coaches; CDC Short-Term Hourly Substitutes; Hourly Professional Experts; Community Education Instructors; Noncredit Instructors; and Short-Term and Substitute Non-Academic Employees. 5 Yes.

Item 16: Moved by Dr. Woods and seconded by Ms. Keith to approve the increase of 4.32% to the respective Salary Schedules retroactive to January 1, 2006, for: CDC Permit Teachers, Specialists, and Nurse; Classified Supervisors; Confidential Employees; and Managers. 5 Yes.

LIQUOR LICENSE

Item 17: Moved by Dr. Woods and seconded by Ms. Keith to approve the Citrus College Foundation applying for a one-day liquor license from the Alcohol Beverage Control agency to serve beer and wine at the Foundation’s private dinner to be held December 9, 2006, from 5 to 8 p.m. on the Citrus College campus. 5 Yes.

CLOSED SESSION: At 5:12 p.m., Board President Bevilacqua adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54954.5(f) and 54957.6: CONFERENCE WITH LABOR NEGOTIATOR, SANDRA LINDOERFER, DISTRICT CHIEF NEGOTIATOR — Employee Organization(s): Citrus College Faculty Association/CTA/NEA; Adjunct Faculty United Local 6106, and California School Employees Association (CSEA) Chapter 101.

Per Section 54954.5(e) and 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION — Superintendent/President

RECONVENE OPEN SESSION: At 5:46 p.m., Board President Bevilacqua reconvened the meeting to open session with no action taken.

ADJOURNMENT: At 5:47 p.m., it was moved by Dr. Woods and seconded by Ms. Keith to adjourn the meeting.

November 21, 2006
Date

Edward C. Ortell
Clerk/Secretary
Board of Trustees